

MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
February 18, 2015
6:00 pm CST

I. Call to Order – Mayor Schafer called the meeting to order at 6:00 p.m. CST

1. Invocation – Councilmember LaFontaine

2. Pledge of Allegiance – Councilmember Rech

3. Roll Call –

Present: Mayor Schafer, Councilmembers Lopez, LaFontaine, Knobloch and Rech.

Absent: Councilmember Sislow

4. **Confirmation or Adjustment of the Agenda Order** – Councilmember Lopez moved, seconded by Councilmember LaFontaine, to amend and approve the Agenda Order as follows:

ADD 3. f. **2015-026**: Approve to waive all permitting and inspections fees associated with the construction of the bandstand at City Hall

DELETE 2. d. **2015-022**: Resolution 2015-003 Requesting the Hancock County Board of Supervisors appoint David Malley to the Board of Commissioners for the Diamondhead Water & Sewer District

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

II. **Presentation Agenda**

1. Council Comments

- a. The next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on March 3, 2015 in Council Chambers located at 5000 Diamondhead Circle
- b. Swingthought.com Tour Event to be hosted at Diamondhead Country Club March 9 -19, 2015

2. City Manager's Report

Washington, D.C.:

Mayor Schafer presented two significant transportation funding requests to our Congressional Delegation last Wednesday. A very professional presentation was made possible by the hard work of your staff and Seymour Engineering. My sincere thanks to all. The projects consisted of

improvements to the interchange and frontage roads along the interstate. Both projects have safety and economic development aspects that interested our delegation.

We were well received in all offices where we made appointments. We met with the Senate Appropriations Chairman, Senator Thad Cochran and his Chief of Staff for over an hour. We also met with Senator Roger Wicker, who is re-introducing a bill this year that is written to make it easier to fund projects since earmarks are no longer allowed. Congressman Palazzo met with us at length and is ready to assist us in any capacity.

I believe the seeds have been planted we need to patiently tend to them and if we do I am confident they will grow and bear fruit. That has always been the method used in the past and it has always worked.

Update on Bandstand:

Construction is about to get underway on the Bandstand. Strike up the band!

Hazard Mitigation Work on City Hall:

Still waiting on FINAL approval from MEMA but it appears the award will be funded with an additional \$57,752 in Federal funds and resulting in a local match increase of \$19,251 for a total project cost of \$515,100. The award will fund the base bid and include Alternate #1 Metal roof for entry ways and Alternate #3 Replacement of existing entry doors for heavy duty aluminum framed high wind resistant doors that meet current code standards.

Branding:

Request for marketing project price quotes were sent out this morning to the four firms that met the minimum qualifications based on their RFQ submittals. Responses are due back no later 5 pm CST on Friday, March 6, 2015.

Audit Services:

I'm very excited about the firm of Alexander Van Loon and highly recommend them to be awarded a three year contract to conduct the audit for the City. In the first year I equally recommend you award the additional service to include an internal accounting and control procedures component as a good practice for management that has experienced a significant transition in both political leadership and management.

Public Works:

Really want to commend the Public Works Department and the Police Department for the excellent job performed by all during the parade Saturday. The parade was well attended and for the most part ran very orderly with barricades and port-o-lets in the right places. The crews directed well and trash was collected promptly. Still, a few kinks to address next year but no one was hurt and fun was had by all. Congratulations on a job well done!

Housekeeping note:

I have instituted staff meetings the day after Council meetings to make sure our folks know what is going on and can be aware of issues. I've also started to require more accountability and awareness of professionalism all in an effort to be what we want and expect from ourselves. I've instructed the staff to work with everyone but to make sure they are working in unison with my understanding of your directives.

3. Public Comments on Agenda Items – None

4. Appointments/Oaths:

- a. **2015-017**: Accept the nomination of Councilmember LaFontaine to appoint E. J. Bice to the Planning & Zoning Commission to a successive term ending March 1, 2018

Councilmember LaFontaine moved, seconded by on Ron Rech, to accept the nomination of Councilmember LaFontaine and to appoint E.J. Bice to the Planning & Zoning Commission to a successive term ending March 1, 2018

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- b. **2015-018**: Accept the nomination of Mayor Schafer to appoint Mark Miller to the Planning & Zoning Commission to a successive term ending March 1, 2018

Councilmember Rech moved, seconded by Councilmember Lopez, to accept the nomination of Mayor Schafer and to appoint Mark Miller to the Planning & Zoning Commission for a successive term ending March 1, 2018

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- c. **2015-019**: Accept the nomination of Councilmember Knobloch to appoint Grant Bower to the Planning & Zoning Commission for a full term ending March 1, 2018

Councilmember Knobloch moved, seconded by Councilmember Rech, to accept the nomination and to appoint Grant Bower to the Planning & Zoning Commission for full term ending March 1, 2018

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

III. Policy Agenda

1. Approval of Minutes
 - a. February 3, 2015

Councilmember Rech moved, seconded by Councilmember LaFontaine, to approve the February 3, 2015 Formal Meeting Minutes

Ayes: LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow. Abstain: Lopez.

MOTION CARRIED

2. Resolutions:
 - a. **2015-015**: Resolution 2015-001 Authorize Tindell Law Firm, PLLC to represent the City in suit filed (cause no. 47-856)

Councilmember Lopez moved, seconded by Councilmember LaFontaine to approve Resolution 2015-001 authorizing Tindell Law Firm, PLLC to represent the City of Diamondhead in a suit filed against it (cause no. 47-856)

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- b. **2015-016**: Resolution 2015-002 Demarcating Bayou Drive as Dividing Point for Diamondhead Drive North and Diamondhead Drive West

Councilmember Knobloch moved, seconded by Councilmember Lopez, to adopt Resolution 2015-002 demarcating Bayou Drive as the dividing point for Diamondhead Drive North and Diamondhead Drive West

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

3. Other Actions:
 - a. **2015-004**: Revise bid award for Hazard Mitigation Renovations and Upgrades with Vision Constructors, Inc. to include Alternate No. 1 in the amount of \$19,200 bringing the total project contract to \$515,100 with associated professional fees provided by Eley Guild Hardy Architects to be adjusted accordingly all subject to final grant approval by MEMA

Councilmember Rech moved, seconded by Councilmember Lopez, to include in the contract with Vision Constructors, Inc. Alternate No. 1 in the amount of \$19,200 in addition to the base bid and Alternate No. 3 that were accepted on January 20, 2015 for the Mitigation Grant Program 4081-15 for

upgrades and renovations to City Hall and to include associated professional fees provided by Eley Guild Hardy Architects and an anticipated change order to add hurricane strap tie downs to the roof top mechanical equipment all subject to final grant approval by MEMA bringing the total project contract \$515,100

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- b. **2015-020**: Discussion/possible action with regard to a special permit fee waiver for a Hummingbird Educational Event sponsored by Diamondhead Garden Club

Councilmember Lopez moved, seconded by Councilmember LaFontaine, to waive all fees for permitting or inspections associated with the construction of a bandstand at City Hall being constructed as a donation by volunteer citizens

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- c. **2015-021**: Renewal of equipment insurance

Councilmember LaFontaine moved, seconded by Councilmember Lopez, to renew equipment insurance with Essex Insurance Company written through Bancorp South Insurance Services Inc. under Option II in the amount of \$4,386.53

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- d. **2015-006**: Reject proposal received in response to RFQ for FY14 Auditing Services

Councilmember LaFontaine moved, seconded by Councilmember Knobloch, to reject the sole bid received from Piltz, Williams and LaRosa in the amount of \$48,000 for auditing services for the City

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- e. **2015-023:** Approve 3-year contract with AVL Certified Public Accounts (Alexander, Van Loon, Sloan, Levens, Favre, PLLC) for auditing services for the City

Councilmember Lopez moved, seconded by Councilmember LaFontaine, to approve a 3-year contract with AVL Certified Public Accountants (Alexander, Van Loon, Sloan, Levens, Favre, PLLC) for FY14, FY15, and FY16 auditing services for the City as follows:

Audit	FY14	\$32,500	FY15	\$33,150	FY16	\$34,145
Single Audit						
*1 st Major Program		4,500		4,590		4,720
TOTAL AUDIT SERVICES		\$37,000		\$37,740		\$38,864

Each additional major program \$4,000 each, as applicable

Estimated fee for internal control services \$4,000-\$6,000 (document accounting procedures and identify controls and weaknesses)

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- f. **2015-020:** Discussion/possible action to waive permit fee for Garden Club sponsored Hummingbird Festival

Councilmember Rech moved, seconded by Councilmember Knobloch, to waive the temporary privilege license permit fee for the Garden Club sponsored Hummingbird Festival this year and in future years provided there is no change in location or sponsorship of the event

Councilmember Knobloch stated for the record the Hummingbird Festival is an educational program for residents, donations derived from the event will support the Garden Club with City beautification efforts and Police services will be not be necessary for the event.

Ayes: Lopez, LaFontaine, Knobloch and Rech. Nays: Mayor Schafer. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

IV. Routine Agenda

1. Docket of Claims (Claims DKT151210 thru DKT151245)

Councilmember Rech moved, seconded by Councilmember LaFontaine, to approve the Docket of Claims (DKT151210 thru DKT 151245)

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

2. January 2015 Financials
3. Net Payroll, including benefits and taxes, February 4, 2015 - \$46,600.34

V. Public Comments on Non Agenda Items

Robert Harko – delivered letters and photos to previous City Manager regarding drainage concerns in the Oaks Subdivision. Overgrown drainage ditches are what he believes to be the primarily responsible for the problems. He submitted another letter along with photos to the Mayor and Council. He is concerned for the safety and well-being of the citizens. He suggested the standing water is a hazard and liability for the City.

Laura Calavita – supported the claims made by Mr. Harko. She reiterated the liability for City stating that standing water is an attractive nuisance for small children. She also stated that homeowner’s insurance does not cover sewerage backup and asked that the City have someone assess the standing water and drainage issues in the area

VI. Adjourn/Recess

At 6:55 p.m. CST Councilmember Rech moved, seconded by Councilmember LaFontaine, to adjourn.

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

Thomas E. Schafer, IV
Mayor

Kristin Ventura
City Clerk